

VITAL MATERIALS REPORT FOR WEEK ENDING 29 October 1954

1. <u>TYPES OF MATERIAL</u>	<u>DEPOSITS</u>	<u>WITHDRAWALS</u>	<u>BALANCE</u>
A. (Measured in cubic feet)			
Documents	1.3	1.8	187.3
Maps	0	0	47.5
Negatives	0	0	125.2
Cards (other than IBM)	0	0	4.2
Total	1.3	1.8	364.2
B. (Measured by actual count)			
Cards (IBM)	63,954	47,017	4,086,451
Film Reels 35mm	8	0	5,669
Film Reels 16mm	13	0	2,076

2. MATERIAL NOT ON MACHINE INVENTORY OR AVAILABILITY REGISTER

<u>OFFICE</u>	<u>CABINETS</u>
Commo	1
* OSI	1
* DD/P	31
	33

3. ACTIVITY OF OFFICE PROGRAMS

A. Total Offices	20
1. Number of Offices Depositing	19
2. Number of Offices Not Depositing	1
B. Number of Offices With Established Schedules	10
C. Number of Offices in Which Schedules Are To Be Established	9
D. Offices Depositing This Week	14
E. Offices Delinquent in Depositing	1
Director's Office - No deposit since 18 June 1954	

\* Material not accessible to Repository personnel.